

National Park Service
Great Smoky Mountains National Park
107 Park Headquarters Road
Gatlinburg, TN 37738
Application for Special Use Permit

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** Allow at least four (4) business days for processing. A non-refundable processing fee may be required to accompany this application unless the requested use is an exercise of a First Amendment right. You will be notified of the disposition of the application and the necessary steps to secure your final permit. (Note: There may be additional fees charged, and you **may** be required to provide proof of liability insurance.)

Applicant Name:	Organization Name:
Social Security #:	Tax ID #:
Street/Address:	Street/Address:
City/State/Zip Code:	City/State/Zip Code:
Telephone #:	Telephone #:
Cell phone #:	Cell phone #:
Fax #:	Fax #:
Email:	Email:
Description of Proposed Activity (include diagram if appropriate)	

Complete as applicable to the proposed activity:

Requested Location:				
Date(s) Requested:				
Times Required:	Event set up begins	Event begins	Event ends	Removal completed
Maximum Number of Participants (best estimate)				
Maximum Number of Vehicles (attach parking plan)				
Support Equipment (list all equipment)				
Support Personnel (contractors, etc. including addresses and telephones)				
Individual in charge of event on site (include address, telephone and cell phone numbers):				

	YES	NO
Is this an exercise of First Amendment Rights?		
Are you familiar with/ have you visited the requested area?		
Do you plan to advertise or issue a press release?		
Will you distribute printed material?		
Is there any reason to believe there will be attempts to disrupt, protest or prevent your event? (if yes explain on separate sheet)		
Is the applicant a non-profit organization?		
Will the non-profit organization derive taxable income from activities in the Park?		

The applicant by his or her signature certifies that all the information given is complete and correct, and that no false or misleading information or false statements have been given.

Signature _____ Date _____

Information provided will be used to determine whether a permit will be issued. Unless the cover letter that you received with this application stated otherwise, this completed application must be accompanied by an application fee in the form of a cashiers check or money order in the amount of \$50.00 made payable to **National Park Service**. Application and administrative charges are non-refundable. This completed application should be mailed to:

**Attention: Special Use Permits
Great Smoky Mountains National Park
107 Park Headquarters Road
Gatlinburg, TN 37738**

For events in North Carolina, mail to:

**Attn: Special Use Permits
Great Smoky Mountains National Park
60 Enloe-Floyd Bottoms Road
Cherokee, NC 28719**

Note that this is an application only, and does not serve as permission to conduct a filming project or any other use of the park. If your request is approved, a permit containing applicable conditions and regulations will be sent to the person designated on the application. The permit must be signed and returned to the park prior to the event.

Paperwork Reduction Act Statement: This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. All the applicable parts of the form must be completed. A Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Estimated Burden Statement: Public reporting burden for this form is estimated to average 30 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service, Special Park Uses Program Manager, 1849 C Street NW (2460), Washington, D.C. 20240.

This form is designed to assist people in submitting all necessary information relative to an application for a wedding or related event in the Park. There is no need to list information here if it is included on the first page of the application. The failure to provide all necessary information may result in denial of the permit or in a delay in issuing the permit.

The bride:

Name : _____

Mailing address: _____

Telephone number/s: _____

Fax: _____ Email: _____

The groom:

Name: _____

Mailing address: _____

Telephone number/s: _____

Fax: _____ Email: _____

Minister (if not using a commercial wedding planner)

Name: _____

Church name and city: _____

Wedding photography

If this application is for both the wedding ceremony and wedding photographs but the photographs will be taken at a different location/date/time than the wedding ceremony, please list the location/date/time for the photography session:

Receptions¹

If you plan to hold a reception in the park, list the location/date/time and anticipated attendance:

If using a pavilion, have you made the reservation? Yes No

If you plan to use a caterer, please list the caterer's name, address and phone number:

¹ Not applicable to events planned by a commercial wedding planner.

Transportation arrangements

Please consult the Park's policy with respect to the maximum number of people and cars at specific areas. If your plans call for more people than can reasonably be transported by the number of cars allowed, please describe how you intend to get participants to the event location:

Commercial vendors: (if appropriate):

Vendor 1

Service: ☐ Planner/officiant ☐ Photography ☐ Limo/transport ☐ other _____

Business name: _____

Commercial Use Authorization no. CUA-GRSM-5300-_____

Vendor 2

Service: ☐ Planner/officiant ☐ Photography ☐ Limo/transport ☐ other _____

Business name: _____

Commercial Use Authorization no. CUA-GRSM-5300-_____

Vendor 3

Service: ☐ Planner/officiant ☐ Photography ☐ Limo/transport ☐ other _____

Business name: _____

Commercial Use Authorization no. CUA-GRSM-5300-_____

Vendor 4

Service: ☐ Planner/officiant ☐ Photography ☐ Limo/transport ☐ other _____

Business name: _____

Commercial Use Authorization no. CUA-GRSM-5300-_____